



Homeland
Security

June 17, 2019

SENT VIA E-MAIL TO: 74784-87101745@requests.muckrock.com

Emma Best
MuckRock News
DEPT MR 74784
411A Highland Avenue
Somerville, MA 02144-2516

Re: **2019-HQFO-00833**

Dear Ms. Best:

This letter acknowledges receipt of your June 5, 2019, Freedom of Information Act (FOIA) request to the Department of Homeland Security (DHS), for documents describing or generated as part of the establishment of any different processing queues for FOIA requests, documents describing the rules and procedures governing any different processing FOIA queues, documents, produced in the previous 15 years, containing reports or statistics describing the FOIA processing queues, documents describing procedures for the handling or coordination of requests from high volume FOIA requesters, documents describing procedures, rules and prerequisites for any exceptions to processing requests in a "first in, first out" process, documents describing procedures and rules for the processing of especially complex or delicate FOIA requests, documents describing procedures and rules for the processing of 'high visibility' FOIA requests, such as those which are likely to elicit reactions from the media or the public, documents describing procedures and rules for the processing of FOIA requests from members of Congress and federal government agencies, and documents describing procedures and rules for the processing of FOIA requests from non-federal law enforcement agencies. This office received your request on June 5, 2019.

Due to the increasing number of FOIA requests received by this office, we may encounter some delay in processing your request. Consistent with 6 C.F.R. Part 5 § 5.5(a) of the DHS FOIA regulations, the Department processes FOIA requests according to their order of receipt. Although DHS' goal is to respond within 20 business days of receipt of your request, FOIA does permit a 10-day extension of this time period in certain circumstances pursuant to 6 C.F.R. Part 5 § 5.5(c). As your request seeks documents that will require a thorough and wide-ranging search, DHS will invoke a 10-day extension for your request pursuant to 6 C.F.R. Part 5 § 5.5(c). If you would like to narrow the scope of your request, please contact our office. We will make every effort to comply with your request in a timely manner.

Provisions of the FOIA allow us to recover part of the cost of complying with your request. We shall charge you for records in accordance with the DHS FOIA regulations, as they apply to media requesters. As a media requester, you will be charged 10 cents per page for duplication;

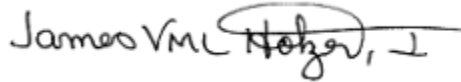
the first 100 pages are free. We will construe the submission of your request as an agreement to pay up to \$25.00. This office will contact you before accruing any further fees.

We have queried the appropriate component(s) of DHS for responsive records. If any responsive records are located, they will be reviewed for determination of releasability. Please be assured that one of the analysts in our office will respond to your request as expeditiously as possible. We appreciate your patience as we proceed with your request.

Your request has been assigned reference number **2019-HQFO-00833**. Please refer to this identifier in any future correspondence. The status of your FOIA request is now available online and can be accessed at: <https://www.dhs.gov/foia-status>, by using this FOIA request number. Status information is updated daily.

If you have any questions, or would like to discuss this matter, please feel free to contact this office at 1-866-431-0486 or 202-343-1743.

Sincerely,

A handwritten signature in black ink that reads "James V. McHolzer, Jr." with a stylized flourish at the end.

James Holzer
FOIA Program Specialist